EXHIBIT 300   **CAPITAL ASSET PLAN AND BUSINESS CASE SUMMARY**

Exhibit 300: Capital Asset Plan and Business Case Summary
Part I: Summary Information And Justification (All Capital Assets)

Section A: Overview (All Capital Assets)

1. Date of Submission: 2010-03-23 17:34:15

2. Agency: 393

3. Bureau: 00

4. Name of this Investment: Expanding NARA Online Services (ENOS)

5. Unique Project (Investment) Identifier: 393-00-01-04-01-0005-00

6. What kind of investment will this be in FY 2011?: Operations and Maintenance
- Planning
- Full Acquisition
- Operations and Maintenance
- Mixed Life Cycle
- Multi-Agency Collaboration

7. What was the first budget year this investment was submitted to OMB? *

8. Provide a brief summary and justification for this investment, including a brief description of how this closes in part or in whole an identified agency performance gap; this description may include links to relevant information which should include relevant GAO reports, and links to relevant findings of independent audits.

The Expanding NARA Online Services (ENOS) program supports online ordering and fulfillment of non-electronic record reproductions and enables NARA services to be requested electronically by external customers using the internet. This effort is aligned to our GPEA Implementation Plan, which lists 50 business transactions (conducted with the public and Government agencies) that could be offered on our Web site. NARA established (ENOS) to manage this multi-year effort. ENOS has an E-Government Program to oversee NARA's annual GPEA commitments and to ensure the quality implementation of new automated Web-based services. An Operational Analysis was conducted in June 2009 as part of the steady state investment. The results of the study indicate that ENOS continues to be effective in meeting customer's needs, improving service, and meeting performance goals and objectives; is available and reliable; and meets the agency's strategic goals and business needs.

    a. **Provide here the date of any approved rebaselining within the past year, the date for the most recent (or planned)alternatives analysis for this investment, and whether this investment has a risk management plan and risk register.**

9. Did the Agency's Executive/Investment Committee approve this request? *
    a. **If "yes," what was the date of this approval?** *

10. Contact information of Program/Project Manager?
- **Name:** *
- **Phone Number:** *
- **Email:** *

11. What project management qualifications does the Project Manager have? (per FAC-P/PM)? *
- Project manager has been validated according to FAC-PMPM or DAWIA criteria as qualified for this investment.
- Project manager qualifications according to FAC-P/PM or DAWIA criteria is under review for this

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investment.
- Project manager assigned to investment, but does not meet requirements according to FAC-P/OM or DAWIA criteria.
- Project manager assigned but qualification status review has not yet started.
- No project manager has yet been assigned to this investment.

12. If this investment is a financial management system, then please fill out the following as reported in the most recent financial systems inventory (FMSI):

Financial management system name(s)	System acronym	Unique Project Identifier (UPI) number
*	*	*

a. **If this investment is a financial management system AND the investment is part of the core financial system then select the primary FFMIA compliance area that this investment addresses (choose only one):** *
   - computer system security requirement;
   - internal control system requirement;
   - core financial system requirement according to FSIO standards;
   - Federal accounting standard;
   - U.S. Government Standard General Ledger at the Transaction Level;
   - this is a core financial system, but does not address a FFMIA compliance area;
   - Not a core financial system; does not need to comply with FFMIA

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Section B: Summary of Funding (Budget Authority for Capital Assets)

1.

Table 1: SUMMARY OF FUNDING FOR PROJECT PHASES (REPORTED IN MILLIONS) (Estimates for BY+1 and beyond are for planning purposes only and do not represent budget decisions)								
	PY1 and earlier	PY 2009	CY 2010	BY 2011	BY+1 2012	BY+2 2013	BY+3 2014	BY+4 and beyond	Total
Planning:	*	*	*	*	*	*	*	*	*
Acquisition:	*	*	*	*	*	*	*	*	*
Subtotal Planning & Acquisition:	*	*	*	*	*	*	*	*	*
Operations & Maintenance:	*	*	*	*	*	*	*	*	*
Disposition Costs (optional):	*	*	*	*	*	*	*	*	*
SUBTOTAL:	*	*	*	*	*	*	*	*	*
Government FTE Costs should not be included in the amounts provided above.								
Government FTE Costs	*	*	*	*	*	*	*	*	*
Number of FTE represented by Costs:	*	*	*	*	*	*	*	*	*
TOTAL(including FTE costs)	*	*	*	*	*	*	*	*	*

2. If the summary of funding has changed from the FY 2010 President's Budget request, briefly explain those changes:
*

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Section C: Acquisition/Contract Strategy (All Capital Assets)

1.

Table 1: Contracts/Task Orders Table											
Contract or Task Order Number	Type of Contract/Task Order (In accordance with FAR Part 16)	Has the contract been awarded (Y/N)	If so what is the date of the award? If not, what is the planned award date?	Start date of Contract/Task Order	End date of Contract/Task Order	Total Value of Contract/Task Order (M)	Is this an Interagency Acquisition? (Y/N)	Is it performance based? (Y/N)	Competitively awarded? (Y/N)	What, if any, alternative financing option is being used? (ESPC, UESC, EUL, N/A)	Is EVM in the contract? (Y/N)
NAMA03F0041	Time and Material	Y	2003-05-27	2003-06-02	2008-06-01	$8.7	*	*	*	*	*
NAMA03F0069	Time and Material	Y	2003-09-30	2003-09-30	2007-09-29	$9.0	*	*	*	*	*
NAMA04F0059	Time and Material	Y	2004-08-05	2004-08-05	2007-03-30	$0.5	*	*	*	*	*
NAMA07F0111	Mixed	Y	2007-09-12	2007-09-17	2012-09-16	$26.2	*	*	*	*	*

2. If earned value is not required or will not be a contract requirement for any of the contracts or task orders above, explain why:
*

3. Is there an acquisition plan which reflects the requirements of FAR Subpart 7.1 and has been approved in accordance with agency requirements? *
    a.**If "yes," what is the date?** *

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Section D: Performance Information (All Capital Assets)

Table 1: Performance Information Table							
Fiscal Year	Strategic Goal(s) Supported	Measurement Area	Measurement Grouping	Measurement Indicator	Baseline	Target	Actual Results
2007	Goal 4: We will provide prompt, easy, and secure access to our holdings anywhere, anytime.	*	*	Percentage of NARA archival holdings described at the series or collection level in an online catalog.	50.65% Archival; 56.75% Artifact; 97.96% Electronic	55% Archival; 55% Artifact; 55% Electronic	56.31% Archival; 56.90% Artifact; 99.06% Electronic
2007	Goal 4: We will provide prompt, easy, and secure access to our holdings anywhere, anytime	*	*	Percent of fixed fee reproduction orders completed in 20 days or less	85.9%	85% of fixed fee reproduction orders completed in 20 days or less	72%
2007	Goal 4: We will provide prompt, easy, and secure access to our holdings anywhere, anytime.	*	*	NARA's per-order cost for fixed-fee reproduction orders	$28.74	Decrease	$26.67
2007	Goal 4: We will provide prompt, easy, and secure access to our holdings anywhere, anytime.	*	*	Percent increase in number of archival electronic holdings accessible online	13.09%	10%	-24.20 %
2008	Goal 4: We will provide prompt, easy, and secure access to our holdings anywhere, anytime.	*	*	Percentage of NARA archival holdings described at the series or collection level in an online catalog.	56.31% Archival 56.90% Artifact 99.06% Electronic	60% Archival 60% Artifact 60% Electronic	64.10% Archival 60.62% Artifact 97.76% Electronic
2008	Goal 4: We will provide prompt, easy, and secure access to our holdings anywhere, anytime	*	*	Percent of fixed fee reproduction orders completed in 20 days or less	72%	85% of fixed fee reproduction orders completed in 20 days or less	67.79%
2008	Goal 4: We will provide prompt, easy, and secure access to our holdings anywhere, anytime.	*	*	NARA's per-order cost for fixed-fee reproduction orders	$26.67	Decrease	$30.59
2008	Goal 4: We will provide prompt, easy, and secure access to our holdings anywhere, anytime.	*	*	Percentage of NARA services that are available online	60.78%	Increase	60.78%
2008	Goal 4: We will	*	*	Current	$6.20	Decrease	$3.07

Table 1: Performance Information Table							
Fiscal Year	Strategic Goal(s) Supported	Measurement Area	Measurement Grouping	Measurement Indicator	Baseline	Target	Actual Results
	provide prompt, easy, and secure access to our holdings anywhere, anytime			operating costs to deliver NARA online services, per visit.			
2008	Goal 4: We will provide prompt, easy, and secure access to our holdings anywhere, anytime.	*	*	Percent increase in number of archival electronic holdings accessible online	-24.20%	Increase	8.16%
2009	Goal 4: We will provide prompt, easy, and secure access to our holdings anywhere, anytime.	*	*	Percentage of NARA archival holdings described at the series or collection level in an online catalog.	64.10% Archival 60.62% Artifact 97.76% Electronic	65% Archival, 65 % Artifact, 65 % Electronic	68.79% Archival 74.09% Artifact 94.78% Electronic
2009	Goal 4: We will provide prompt, easy, and secure access to our holdings anywhere, anytime	*	*	Percent of fixed fee reproduction orders completed in 20 days or less	67.79%	90% of fixed fee reproduction orders completed in 20 days or les	90.47%
2009	Goal 4: We will provide prompt, easy, and secure access to our holdings anywhere, anytime.	*	*	NARA's per-order cost for fixed-fee reproduction orders	$30.59	Decrease	$38.06
2009	Goal 4: We will provide prompt, easy, and secure access to our holdings anywhere, anytime.	*	*	Percentage of NARA services that are available online	60.78%	Increase	60.78%
2009	Goal 4: We will provide prompt, easy, and secure access to our holdings anywhere, anytime.	*	*	Current operating costs to deliver NARA online services, per visit.	$3.07	Decrease	Metric Discontinued
2009	Goal 4: We will provide prompt, easy, and secure access to our holdings anywhere, anytime.	*	*	Percent increase in number of archival electronic holdings accessible online	8.16%	Increase	5.32%
2010	Goal 4: We will provide prompt, easy, and secure access to our holdings anywhere,	*	*	Percentage of NARA archival holdings described at the series or collection level	68.79% Archival 74.09% Artifact 94.78% Electronic	Increase	TBD

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Fiscal Year	Strategic Goal(s) Supported	Measurement Area	Measurement Grouping	Measurement Indicator	Baseline	Target	Actual Results
	anytime.			in an online catalog.			
2010	Goal 4: We will provide prompt, easy, and secure access to our holdings anywhere, anytime	*	*	Percent of fixed fee reproduction orders completed in 20 days or less	90.47%	90%	TBD
2010	Goal 4: We will provide prompt, easy, and secure access to our holdings anywhere, anytime.	*	*	Percent of researchers - online and physical - who are highly satisfied with their NARA experience.	TBD	Increase	TBD
2010	Goal 4: We will provide prompt, easy, and secure access to our holdings anywhere, anytime.	*	*	NARA's per-order cost for fixed-fee reproduction orders	$38.06	Decrease	TBD
2010	Goal 4: We will provide prompt, easy, and secure access to our holdings anywhere, anytime.	*	*	Percentage of NARA services that are available online	60.78%	Increase	TBD
2010	Goal 4: We will provide prompt, easy, and secure access to our holdings anywhere, anytime.	*	*	Current operating costs to deliver NARA online services, per visit.	$3.07	Decrease	Metric Discontinued
2010	Goal 4: We will provide prompt, easy, and secure access to our holdings anywhere, anytime.	*	*	Percent increase in number of archival electronic holdings accessible online	5.32%	Increase	TBD
2011	Goal 4: We will provide prompt, easy, and secure access to our holdings anywhere, anytime.	*	*	Percentage of order transaction information managed via ENOS	TBD	Increase	TBD
2011	Goal 4: We will provide prompt, easy, and secure access to our holdings anywhere, anytime	*	*	Percentage of total orders that are received online	TBD	Increase	TBD
2011	Goal 4: We will provide prompt, easy, and	*	*	Types of order transactions available	TBD	Increase	TBD

Table 1: Performance Information Table

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Table 1: Performance Information Table							
Fiscal Year	Strategic Goal(s) Supported	Measurement Area	Measurement Grouping	Measurement Indicator	Baseline	Target	Actual Results
	secure access to our holdings anywhere, anytime.			through ENOS			
2011	Goal 4: We will provide prompt, easy, and secure access to our holdings anywhere, anytime.	*	*	% availability of ENOS application to end users	TBD	98.86%	TBD
2012	Goal 4: We will provide prompt, easy, and secure access to our holdings anywhere, anytime.	*	*	Percentage of order transaction information managed via ENOS	TBD	Increase	TBD
2012	Goal 4: We will provide prompt, easy, and secure access to our holdings anywhere, anytime	*	*	Percentage of total orders that are received online	TBD	Increase	TBD
2012	Goal 4: We will provide prompt, easy, and secure access to our holdings anywhere, anytime.	*	*	Types of order transactions available through ENOS	TBD	Increase	TBD
2012	Goal 4: We will provide prompt, easy, and secure access to our holdings anywhere, anytime.	*	*	% availability of ENOS application to end users.	98.86%	98.87%	TBD
2013	Goal 4: We will provide prompt, easy, and secure access to our holdings anywhere, anytime.	*	*	Percentage of order transaction information managed via ENOS	TBD	Increase	TBD
2013	Goal 4: We will provide prompt, easy, and secure access to our holdings anywhere, anytime	*	*	Percentage of total orders that are received online	TBD	Increase	TBD
2013	Goal 4: We will provide prompt, easy, and secure access to our holdings anywhere, anytime.	*	*	Types of order transactions available through ENOS	TBD	Increase	TBD
2013	Goal 4: We will provide prompt, easy, and	*	*	% availability of ENOS application to	98.86%	98.88%	TBD

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Table 1: Performance Information Table							
Fiscal Year	**Strategic Goal(s) Supported**	**Measurement Area**	**Measurement Grouping**	**Measurement Indicator**	**Baseline**	**Target**	**Actual Results**
	secure access to our holdings anywhere, anytime.			end users.			
2014	Goal 4: We will provide prompt, easy, and secure access to our holdings anywhere, anytime.	*	*	Percentage of order transaction information managed via ENOS	TBD	Increase	TBD
2014	Goal 4: We will provide prompt, easy, and secure access to our holdings anywhere, anytime	*	*	Percentage of total orders that are received online	TBD	Increase	TBD
2014	Goal 4: We will provide prompt, easy, and secure access to our holdings anywhere, anytime.	*	*	Types of order transactions available through ENOS	TBD	Increase	TBD
2014	Goal 4: We will provide prompt, easy, and secure access to our holdings anywhere, anytime.	*	*	% availability of ENOS application to end users.	98.86%	98.89%	TBD
2015	Goal 4: We will provide prompt, easy, and secure access to our holdings anywhere, anytime.	*	*	Percentage of order transaction information managed via ENOS	TBD	Increase	TBD
2015	Goal 4: We will provide prompt, easy, and secure access to our holdings anywhere, anytime	*	*	Percentage of total orders that are received online	TBD	Increase	TBD
2015	Goal 4: We will provide prompt, easy, and secure access to our holdings anywhere, anytime.	*	*	Types of order transactions available through ENOS	TBD	Increase	TBD
2015	Goal 4: We will provide prompt, easy, and secure access to our holdings anywhere, anytime.	*	*	% availability of ENOS application to end users.	98.86%	98.9%	TBD

Part III: For "Operation and Maintenance" investments ONLY (Steady State)

Section A: Cost and Schedule Performance (All Capital Assets)

1. Comparison of Actual Work Completed and Actual Costs to Current Approved Baseline								
Description of Milestones	Planned Cost ($M)	Actual Cost ($M)	Planned Start Date	Actual Start Date	Planned Completion Date	Actual Completion Date	Planned Percent Complete	Actual Percent Complete
Planning	$3.8	$3.8	2002-10-01	2002-10-01	2006-12-31	2006-12-31	100.00%	100.00%
Acquisition	$8.5	$8.5	2002-10-01	2002-10-01	2007-09-30	2007-09-30	100.00%	100.00%
Operations and Maintenance during Development	$3.4	$3.4	2003-12-15	2003-12-15	2007-09-30	2007-09-30	100.00%	100.00%
FY 2008 Operations and Maintenance	$0.8	$0.8	2007-10-01	2007-10-01	2008-09-30	2008-09-30	100.00%	100.00%
FY 2009 Operations and Maintenance	$0.8	$0.8	2008-10-01	2008-10-01	2009-09-30	2009-09-30	100.00%	100.00%
FY 2010 Operations and Maintenance	$0.8	$0.8	2009-10-01	2009-10-01	2010-09-30		83.00%	83.00%
FY 2011 Operations and Maintenance	*	*	2010-10-01		2011-09-30		0.00%	0.00%
FY 2012 Operations and Maintenance	*	*	2011-10-01		2012-09-30		0.00%	0.00%
FY 2013 Operations and Maintenance	*	*	2012-10-01		2013-09-30		0.00%	0.00%
FY 2014 Operations and Maintenance	*	*	2013-10-01		2014-09-30		0.00%	0.00%
FY 2015 Operations and Maintenance	*	*	2014-10-01		2015-09-30		0.00%	0.00%

* - Indicates data is redacted.